

EXHIBIT A
(Standard Agreement)

SCOPE OF WORK

1. Contractor shall provide a clear description on the Disaster Preparedness Work Plan/Progress Report CSD form 631, Exhibit B, Attachment II, of the activities to be conducted and outcomes to be achieved. Activities and outcomes should be specific and directly related to one or more of the three permissible categories, specified below.

Contractor shall perform program activities and achieve outcomes related to the following categories:

- A. To develop or enhance the agency's emergency plans for continued services in the event of a major disaster.
- B. To establish or develop collaborative agreements or memoranda of understanding, to be included in local emergency plans with city, county or other emergency responders.
- C. To provide disaster preparedness outreach, training or education to the low income or vulnerable population within the geographic area.

Contractor will be required to provide verification of outcomes achieved, i.e. copies of completed emergency plans or collaborative agreements, or number of low income population reached with their disaster preparedness outreach, training or education program.

In addition up to \$4,500.00 of these funds may be used by Contractor for cost relating to obtaining Disaster Preparedness training for Contractor's staff and/or Board, including expenses for travel and wages.

2. All activities are to be provided in accordance with all applicable federal and state law and regulation, related to the Community Services Block Grant program and as those laws and regulations may be amended from time to time, including but not limited to, the following:
 - A. The Community Services Block Grant Act, 42 U.S.C. §§ 9901 et seq., and 45 Code of Federal Regulation (CFR) Part 96;
 - B. The California Community Services Block Grant Program, Government Code §§ 12725 et seq., and Title 22, California Code of Regulations (CCR), §§ 100601 et seq.; and
 - C. The Single Audit Act, 31 U.S.C. §§ 7301 et seq., and Office of Management and Budget (OMB) Circular A-133 and its appendices and supplements.
3. Even though the federal Community Services Block Grant Act exempts Contractor and its subcontractors from many federal administrative requirements and standards to promote State and local efficiency, the federal government

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directs the State to establish fiscal control and fund accounting procedures regarding CSBG funds. Federal law also directs the State to ensure that the cost and accounting standards of the Office of Management Budget (OMB) apply to recipients of CSBG funds. Therefore, Contractor agrees to apply all of the requirements, standards and guidelines contained in the following authorities, as they may be amended from time to time, to all of the procurement, administrative and other costs claimed under this Agreement, including those costs under subcontracts to this Agreement, notwithstanding any language contained in the following authorities that might otherwise exempt Contractor from their applicability. To the extent that the requirements, standards or guidelines directly conflict with any State law or regulation at Government Code §§ 12725 et seq. or 22 CCR §§ 100601 et seq., or any specific provision of this Agreement, then that law or regulation or provision shall apply instead:

- A. OMB Circular A-102 (Common Rule for State and Local Governments), as codified by the Department of Health and Human Services (HHS) at 45 CFR Part 92;
- B. OMB Circular A-110 (Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals and other Non-Profit Organizations), as codified by HHS at 45 CFR Part 74;
- C. OMB Circular A-87 (Cost Principles for State, Local and Indian Tribal Governments);
- D. OMB Circular A-122 (Cost Principles for Non-Profit Organizations)

The Federal Catalog Domestic Assistance Number for this grant is 93.569.

- 4. The services shall be performed in the following service area:
- 5. Send all correspondence and fiscal reports to:

State Agency:	Department of Community Services and Development
Section/Unit:	Field Operations Services
Address:	700 North 10 th Street, Room D215 Sacramento, CA 95811-0336
Phone:	(916) 341-4200
Fax:	(916) 327-3153